

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient's Name]
[Recipient's Title]
[Organization/Agency Name]
[Address]
[City, State, Zip Code]

Subject: Emotional Support Animal Letter

Dear [Recipient's Name],

I am writing to formally request that [Patient's Name] be allowed to have an emotional support animal (ESA) as part of their treatment plan. I am a licensed [Your Profession, e.g., psychologist, psychiatrist, licensed clinical social worker] and have been treating [Patient's Name] since [Date of First Appointment].

[Patient's Name] has been diagnosed with [Specific Diagnosis], which significantly affects their daily life and emotional well-being. As part of their ongoing mental health treatment, I firmly believe that an emotional support animal will provide [him/her/them] with the necessary support and comfort during challenging times.

The presence of an ESA can help alleviate symptoms of [briefly describe symptoms, e.g., anxiety, depression], creating a more conducive environment for recovery and stability. Thus, I recommend that [Patient's Name] be permitted to have [type of animal, e.g., dog, cat] as an emotional support animal.

Thank you for your attention to this matter. Please feel free to contact me at [Your Phone Number] or [Your Email Address] should you have any further questions or require additional information.

Sincerely,

[Your Signature]
[Your Printed Name]
[Your License Number]
[Your Professional Title]